

TRAINING OFFICER I
JOB ANALYSIS
BACKGROUND INFORMATION

Date of Study: February 4, 2008

Collective Bargaining Identification: U01

Job Analysis Conducted By: Emily Gorrindo, Selection Analyst,
Office of Selection Services

Number of Incumbents: There are 6 incumbents in this classification
per the State Controller's Office Filled/Vacant
Position Report dated November 19, 2007.

Names of the Subject Matter Expert(s) and their background:

Tony Lucero, Major, Chief of Security, Preston Youth Correctional Facility

Mr. Lucero is the Chief of Security at Preston Youth Correctional Facility. In this position, he has supervised Training Officer I's for the past two years. Mr. Lucero has worked for the Department of Corrections and Rehabilitation for 20 years.

Michelle Minor, Major, Stockton Training Academy

Ms. Minor is a Major currently working out of the Stockton Training Academy. She has worked as a Training Officer I for the Division of Juvenile Justice for one and a half years and has supervised Training Officer I's for the past three years. Ms. Minor has worked for the Department of Corrections and Rehabilitation for 23 years.

Travis McCann, Staff Services Manager II, Office of Training and Professional Development

Mr. McCann is a Staff Services Manager II in the Office of Training and Professional Development. He has previously worked as a Training Officer I for the Department of Social Services for eight years and has supervised Training Officer I's for the past 11.5 years at various state departments. Mr. McCann also brings a wealth of experience from the private sector. He was the Assistant Vice President of Training for Cal Farm Insurance for two years and the Training Manager for Progressive Insurance for five years. Mr. McCann has worked for the Department of Corrections and Rehabilitation for one and a half years.

TRAINING OFFICER I INFORMATION GATHERING

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- 2006 Training Officer I Job Analysis
- O*Net
- Training Officer I SPB Class Specification